



MEETING MINUTES
November 26, 2013
7:30 PM

Approved

In Attendance: D. Carlson, Vice-Chair (via telephone); H. Harper, Member; B. Watts, Member; and E. Briggs, ARRO.

Call to Order

The meeting was called to order at 7:36 PM.

Approval of Minutes – October 22, 2013

B. Watts moved to approve the minutes of the October 22, 2013 meeting. D. Carlson seconded. It was so moved.

Approval of Payments – November 2013

After a brief discussion and requesting for more detail from ARRO on Check #1486 in the amount of \$410.73 payable to Edmunds & Associates, Inc. and on Check #1497 in the amount of \$4,500.00 payable to Pikeland Construction, D. Carlson moved to approve payment of all bills. B. Watts seconded. It was so moved.

D. Carlson moved to approve the Balance Sheet and Revenue and Expenses Report as prepared in good faith by the Township Treasurer. B. Watts seconded. It was so moved.

Authority Administration Reports

E. Briggs directed the Authority's attention to the Clean Water, Inc. Monthly Report and reported that generator preventative maintenance appears to have been completed for each of the wastewater systems. He highlighted that Clean Water, Inc. has been actively addressing various maintenance items at the Lakeridge WWTP, including algae removal from the generator fuel tank, transformer replacement by PECO, and flow meter replacement. After a brief discussion about the 8 budgetary consideration items, the Authority requested that ARRO clarify why the Route 100 remote pump station spare pumps are not listed on the proposed 2014 Capital Budget. A brief discussion was held regarding the John Deere Gator request and the Authority asked ARRO to research the possibility of Clean Water, Inc. using the Township's existing John Deere Gator and report back. Finally, the Authority requested that the Authority Administrator provide opinions on each of the 8 budgetary consideration items.

E. Briggs then directed the Authority's attention to the ARRO Consulting Monthly Report and highlighted that Toll Brothers has until December 2nd to correct the stormwater drainage issue at Byers Station effluent disposal fields 2 and 3 or the Township would proceed with the project and back charge Toll Brothers. He explained that we have yet not heard from Toll Brothers regarding its intentions. E. Briggs reported that the draft Marsh Harbour Groundwater Monitoring Report was provided to Mr. Watts for review and comment. B. Watts advised that he had no comments on the Report and that it was ok to be submitted to PA DEP. E. Briggs highlighted the grinder pump maintenance and ownership concerns raised by the Reserve at Eagle Homeowners Association and discussion ensued. D. Carlson proposed a motion that the Authority submits a

formal recommendation to the Board of Supervisors that is in line with the Planning Commission's recommendation for Toll Brothers to turn over the open space south of the PA Turnpike to the Township at no cost for the use of future effluent disposal area. The recommendation should require that the transfer of ownership of the open space be a condition of conditional use approval. D. Carlson moved to make a formal recommendation to the Board of Supervisors. B. Watts seconded. It was so moved. H. Harper inquired about the status of the Toll Brothers litigation. E. Briggs advised that we are expecting the Judge's decision within 60 to 90 days. He further advised that ARRO has begun designing the sewer extension into Eagle Manor, Heather Hill, and Windsor Place. H. Harper discussed the upcoming new pipeline location through the Township and the Authority agreed to keep an eye on the staging areas to ensure that there are no negative impacts to the Upland Farms Wastewater Disposal Facility.

E. Briggs noted that the Authority Administrator's Report is included in the packet.

D. Carlson moved to accept the Monthly Reports as submitted. B. Watts seconded. It was so moved.

2014 Operating and Capital Budgets – Discussion

E. Briggs explained that the Budgets are provided for information purposes only and not for action this month. He advised that the Authority Administrator asks that the Authority send him questions regarding the Budgets between now and its December meeting, where he will be asking for the Authority's consideration of approval. Regarding the Operating Budget options, E. Briggs explained that the Authority Administrator recommends that the Authority approve the Operating Budget option based upon a standard fee of \$175.00. The Authority discussed the Delinquent Sewer Listing Memorandum provided by the Township Treasurer and requests that ARRO:

- Finds out if Township Staff is following the Authority lien policy for each and every delinquency.
- Add to the Delinquent Sewer Listing, columns for dates to be recorded when the first letter is issued advising that payment is overdue, when the second letter is issued advising that a lien will be placed if payment is not made, and when the third letter is issued when the lien is placed on the property.
- Contact the Authority Solicitor and ask him to review the delinquency policy and lien procedure to assess its effectiveness and to suggest lien alternatives available to the Authority that can help reduce the number of delinquencies, number of days delinquent, and total amount overdue. The Authority Solicitor should provide the Authority costs associated with each alternative along with policy change recommendations.

Open Session

No members of the public were in attendance. E. Briggs advised that the Authority Administrator suggests that the Authority discuss changing its regular monthly meeting date for 2014 to increase the probability of achieving quorums. The Authority asked that ARRO place this on its December Agenda for formal action.

Adjournment

There being no further business to be brought before the Authority H. Harper moved and it was seconded by B Watts to adjourn the meeting at 8:27 PM.

Respectfully submitted by
Eugene C. Briggs, Jr., AICP

On behalf of G. Matthew Brown, P.E., DEE
Authority Administrator